

Maryland Energy Administration
State Buildings Energy Efficiency Program Manager
Job Description

Join the Maryland Energy Administration as we transform energy in the State of Maryland. You will have an unprecedented opportunity to work on the cutting edge of implementing Maryland's clean energy policies and programs. We are looking for the best and the brightest to join the team that is quickly making Maryland one of the nation's leaders in energy.

Responsibilities: The State Buildings Energy Efficiency Program Manager will coordinate the development and implementation of the DOE - Better Building Challenge Program to reduce energy consumption in state buildings 20% by 2020. The focus of the position would be assisting state agencies in the identification, implementation and energy metrics for "whole building" energy efficiency projects in coordination with other state agencies. The Program Manager will design, administer, manage, and track performance of the DOE - Better Building Challenge Program including the following tasks:

- Develop best practices for Maryland State Agencies.
- Work with State Agencies to develop and implement agencies Energy Plans, providing technical assistance as needed
- Train agencies in the energy efficiency best practices and behavior change
- Provide on-going technical assistance to State Agencies during implementation.
- Provide guidance and information on utility rebates/programs and assistance with use of available funding sources

Qualifications: Candidates should have at least a bachelor's degree in environmental policy or engineering and preferably a master's degree in an energy, business, or environmental field. Candidates must have at least two years of experience working on energy issues related to the items listed in the responsibilities section (above). Strong presentation, writing, and analytical skills are required. The person in this position is expected to keep track of metrics and statistics that demonstrate the importance of the activity being performed.

Successful candidates will have:

- Experience and/or educational background in clean energy and related issue areas.
- Experience with, and be ease in, meeting and interacting with senior business executives and managing government programs;
- Analytical acumen with which to understand energy systems and energy efficiency measurements;
- Ability to track metrics and statistics that demonstrate both the importance of the activity being performed and convey an understanding of their effectiveness in the promotion of clean energy;
- Excellent written and oral skills; well organized and able to meet deadlines, and work well with both internal staff and external parties.
- Experience with and a command of MS Office applications (Excel, Word, PowerPoint). Knowledge of and experience with database applications (such as Salesforce) is a plus.

To Apply: Please send a cover letter, resume, and salary requirements by email, with "State Buildings Energy Efficiency Program Manager" in the subject line to MEAjobs@energy.state.md.us. Applicants will receive notification of receipt. Only the top candidates will be invited to interview for the position.

Salary: Commensurate with experience.